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Report For Week Ending 30 July 1957
From
Records Center

During this week the following accessions were made:

OCR	121 Cu. Ft.
OL	12 " "
PERS	10 " "
ORR	1 " "
COMPT	24 " "
Sub-Total:	<hr/> 168 Cu. Ft.
Finished Intelligence	19 " "
Total:	<hr/> 187 Cu. Ft.

Map Negatives	655 Cu. Ft.
Records Holdings	23,056 " "
Distribution Material Holdings	10,508 " "
Total:	<hr/> 34,219 Cu. Ft.

Distribution Material Disposed of at Center	8 Cu. Ft.
Distribution Material Transferred from Center	12 " "
Records Disposed of at Center	26 " "
Records Transferred from Center	2 " "
Total:	<hr/> 48 Cu. Ft.

Disposal

The Center disposed of 270 cubic feet of records by transporting them to the D.C. incinerator. The Engineering Division furnished two employees to assist two Records Center employees in the loading and unloading of this material.

General

The construction of the addition to the Records Center is underway. So far all trees have been removed and the electric poles have been erected for the transfer of the power line, also all the top soil has been pushed off in preparation of the excavating.

Chief, Records Center

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The following figures indicate the space utilization by operating component within the Center:

<u>Operating Component</u>	<u>Available</u>	<u>Utilized</u>	<u>Total</u>
Supplemental Distribution	1,933	9,977	11,910
DD/P	1,930	6,800	8,730
DD/S	259	7,601	7,860
DD/S (Grilled Area-Compt.)	50	430	480
DD/I	114	6,696	6,810
DD/I (Grilled Area)	1,535	2,245	3,780
DCI	37	23	60
Map Negative	<u>605</u>	<u>985</u>	<u>1,590</u>
TOTAL:	6,463	34,757	41,220

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